



DEPARTMENT OF THE AIR FORCE
AIR FORCE RECRUITING SERVICE (AETC)

8 Mar 04

MEMORANDUM FOR SQUADRON PERSONNEL

FROM: 367 RCS/CC
3990 East Bijou Street
Colorado Springs CO 80909-6806

SUBJECT: USAF Hazard Reporting Program

1. IAW AFI 91-202, all personnel are encouraged to support the USAF Hazard Reporting Program.
2. All Air Force personnel are responsible for alerting supervisors of hazardous conditions requiring prompt corrective action to prevent serious health hazards, accidental injury, death of personnel, damage or destruction of equipment or material resources. Use the following guide for reporting such hazards:
 - a. **WHAT:** a procedure for reporting any condition, act or circumstance.
 - b. **WHEN:** submit any time you feel a hazard exists.
 - WHO:** any person, military or civilian, assigned or attached to the Air Force.
 - d. **WHY:** to have a hazard removed.
 - e. **HOW:** use AF Form 457 and coordinate through your supervisor. You may obtain the AF Form 457 from your bulletin board or the squadron web site.
3. As with any program, PREVENTION is the name of the game.


THOMAS Y. HEADEN, Lt Col, USAF
Commander